

Application for Certificate of Appropriateness

Please print legibly or type.

Address of Subject Property (Including Zip Code)	
Applicants Name	Property Owner's Name
Applicant's Address	Property Owner's Address
City - State - Zip	City - State - Zip
Telephone (Including Area Code)	Telephone (Including Area Code)
Nature of Requested Change	Square footage of requested change (if applicable)
Description of proposed project – please include material specifications, color, and proposed date for start of construction	
Reason for the proposed change(s)	
I understand that I cannot proceed with the environmental changes requested in this application unless and until a Certificate of Appropriateness is issued by the Cultural Heritage Commission. I further understand that neither this application nor a subsequently issued Certificate of Appropriateness supersedes the need to acquire building and other applicable permits under the Long Beach Municipal Code.	
Property Owners Signature	Date

Certificate of Appropriateness Fee Schedule

_____ Fences.....	\$10.65
_____ Foundation.....	\$10.65
_____ Projects with staff architectural.....	\$53.25
_____ Projects with Commission architectural review.....	\$106.50
_____ Repainting.....	\$10.65
_____ Commercial signage and awnings (one fee per application per building).....	\$26.63
_____ New construction and additions over 450 square feet.....	\$266.25
_____ Demolitions of contributing building, historical district or landmark.....	\$1,065.00
_____ Appeal to Planning Commission of denial of certificate of appropriateness.....	\$798.75
Mills Act Contracts	
1-20 units.....	\$399.38 per unit
21-50 units.....	\$292.86 per unit
51-100units.....	\$159.75 per unit
101 or more units.....	\$106.50 per unit

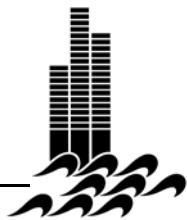
Certificate of Appropriateness Approval

 Cindy Thomack
 Neighborhood and
 Historic Preservation Officer

 Date

Fees Due \$_____

This information is available in an alternative format by request to the Development Services Center at
 (562) 570-6651 or (562) 570-6793 TDD – Visit our website at www.ci.long-beach.ca.us/plan



CITY OF LONG BEACH

CULTURAL HERITAGE COMMISSION

City Hall, 333 West Ocean Boulevard, 5th Floor • Long Beach, CA 90802 • (562) 570-6864 FAX (562) 570-6610

CERTIFICATE OF APPROPRIATENESS INSTRUCTIONS

The Cultural Heritage Commission is responsible for review of all exterior physical changes to designated historic landmarks and properties in historic districts, whether or not a building permit is required. This pertains to repainting, restuccoing, and fences. Interior alterations are not reviewed, nor is ordinary maintenance and repair with no physical changes.

Please use the attached application form to describe your project. Your description should include every alteration as well as specifications as to materials and color. Your application shall contain the following information:

- ▶ Photograph of the subject property
- ▶ Photograph of adjacent property
- ▶ Photograph of specific areas of the building to be modified
- ▶ Site Plan
- ▶ Clear description of modification(s) proposed, with specifications of material and color
- ▶ Drawing or photograph of the modification(s) proposed
- ▶ Copy of catalogue depiction of modification, if available
- ▶ Sample of colors, from paint supplier

Environmental regulations according to the California Environmental Quality Act may also require additional review.

Depending on the scope of work, some projects can be approved administratively by staff, while others may require review by the Cultural Heritage Commission.

If you have any questions, please call Cindy Thomack, Neighborhood and Historic Preservation Officer, (562) 570-6864.